



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Stephen M. Haase

SUBJECT: SEE BELOW

DATE: June 10, 2004

COUNCIL DISTRICT: Citywide
SNI AREAS: All

SUBJECT: PROPOSED ORDINANCE OF THE CITY OF SAN JOSÉ AMENDING CHAPTER 20.100 OF TITLE 20 OF THE SAN JOSE MUNICIPAL CODE BY MODIFYING PROVISIONS RELATED TO ACCEPTANCE OF PERMITS, AND RECORDATION OF PERMITS, AS WELL AS ADDING NEW SECTIONS RELATED TO ABANDONMENT OF PERMITS AND ACTIONS ASSOCIATED WITH INACTIVE APPLICATIONS, AND OTHER CLARIFYING CHANGES.

RECOMMENDATION

The Planning Commission voted 7-0-0 to recommend that the City Council adopt the proposed ordinance amending Title 20, the Zoning Code, of the San Jose Municipal Code by modifying provisions related to acceptance of permits, and recordation of permits, as well as adding new sections related to abandonment of permits and actions associated with inactive applications, and other clarifying changes.

BACKGROUND

As a part of the “Getting Families Back to Work” initiative, the Council directed staff to identify ways to simplify or streamline current processes. The proposed Zoning Ordinance change to streamline the development review process by eliminating the permit acceptance will improve the efficiency of the process. In addition to the proposed streamlining efforts, staff has identified a new process to include in the Zoning Code that would enable the staff to respond to the need of property owners with permits or approvals to abandon such approvals and remove them from their property. A long-standing need in the Department has been to empower the staff with a process that would encourage applicants of “inactive” permits to either move forward with their application and bring them up-to-date with respect to information and fees, or withdraw their request. All of the proposed changes will serve to create a more efficient development review process and provide the necessary tools for both staff and the applicants to move forward in the development review process.

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Subject: Title 20 Amendment Related to Acceptance, Recordation and Withdrawal of Permits

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On June 9, 2004, the Planning Commission held a public hearing to consider the proposed streamlining ordinance. Planning staff recommended approval of the proposed ordinance, as outlined in the attached staff report. There was no one from the public present to speak on the proposed ordinance. The Planning Commission commended staff for their continued effort to further streamline the development review process.

PUBLIC OUTREACH

Public outreach has consisted of public hearings before the Planning Commission and City Council. A public hearing notice was published in the Post Record on Wednesday, May 26, 2004. Additionally, the staff report and draft ordinance have been posted on the Department's WebPage.

COORDINATION

Preparation of the proposed ordinance has been coordinated with the City Attorney's Office.

CEQA

Not a project.

STEPHEN M. HAASE, SECRETARY
Planning Commission

Attachment

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